

Reporting Year Disposal Tonnage Modification Request and Certification
(04-09)

To request a change to your jurisdiction's reporting year disposal amount, please complete this form and return your supporting documentation using one of the methods listed below. Please note that upon review of your request, Local Assistance and Market Development (LAMD) staff may ask for additional information if the information provided in the form is not clear. LAMD staff will review your request as part of the Annual Report Review process; therefore, it is recommended that your documents be submitted at the time you submit your Annual Report to the California Integrated Waste Management Board (Board).

The Annual Report is the primary information used for each jurisdiction's Board Review. The Board Review is an evaluation of a jurisdiction's progress in implementing the selected programs identified in their Source Reduction and Recycling Element (SRRE) and Household Hazardous Waste Element (HHWE). The per capita disposal rates are not determinative of jurisdiction compliance. CIWMB will use per capita disposal as an indicator in evaluating program implementation and local jurisdiction performance. The Board's evaluation will be focused on how jurisdictions are implementing their programs. Therefore, the Annual Report information is extremely important in determining each jurisdiction's overall compliance.

If you have any questions about the certification process, or how to fill out this form, please call your LAMD representative at (916) 341-6199.

To submit your documentation:

- Upload your documents from within the LoGIC application at <https://secure.ciwmb.ca.gov/LoGIC/> from the Calculation Factors section prior to submitting your Annual Report.
- **Or**, e-mail or fax your documents to your LAMD representative found at <http://www.ciwmb.ca.gov/OLA/Contacts.asp>.
- **Or**, mail completed documents to:

California Integrated Waste Management Board
Local Assistance and Market Development Division (MS 9-A)
1001 I Street
P.O. Box 4025 (mailing address)
Sacramento, CA 95812-4025

General Instructions:

Please complete both Section I and Section II, and then all other applicable subsections.

Section I: Jurisdiction Information and Certification

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name:

County:

Person Completing This Form (please print or type):

Title:

Mailing Address:

Phone:

e-mail Address:

*If requesting more than one type of reporting year disposal tonnage modification, please complete a separate subsection "A7" for each type of modification and attach as A7-1, A7-2, etc., and complete all applicable subsections for **each** reporting year inaccuracy selected in A5.*

A1. Reporting Year to be Corrected:	A2. Current Disposal Tonnage as Reported To The Board:	A3. Increased or Decreased Tons Requested:	A4. Proposed Total Reporting Year Disposal Tons Requested:
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Other reporting year disposal tonnage inaccuracy not specifically outlined in statute, or "Agenda Item 32." Please explain in detail below, including your proposed tonnage modification method. *Answer question A7.*

- A6. a. **(Answer only if you are claiming a misallocation or miscalculation.)** Please explain the basis for the misallocation or miscalculation claim, i.e., why is the disposal tonnage reported through the Board's Disposal Reporting System (DRS) not correct? *Attach documentation that demonstrates the misallocation or miscalculation.*
- b. Please indicate below:
- Correct jurisdiction of origin:
- Landfill operator:
- Reporting county:
- c. How has the misallocation or miscalculation problem been resolved so that the error does not reoccur?
- d. Parties affected by this misallocation or miscalculation claim (e.g., jurisdiction[s]), hauler[s], county[s] or landfill operator[s]) should be notified in writing regarding the problem and your pending claim to the Board. **Attach a copy of the notification letter(s) sent.** The notification letter should identify the problem claimed in subsection A5, as well as the tonnage amount claimed. This should give the basis for determining the correct jurisdiction of origin or disposal calculation (including any substantiating documentation), and a proposal for correcting/addressing the problem.

A7. In the table below, list the data records that support your claim and are available for Board review. For example, weight tickets from a transfer station or a signed letter on official letterhead indicating where the waste tonnage originated (i.e. jurisdiction of origin). Be sure to submit documentation.

Source of Disposal Data	Tons	Type of Record	Location of Data

- A8. a. **(Answer only if you are claiming a modification because of non-hazardous designated waste tonnage or disposal mandated by federal or state agency policy or contract.)** Please identify the material type and tonnage being claimed, and explain why the landfill is prohibited from diverting the material. *(Attach documentation showing tonnage claimed by material type).*
- b. Describe your efforts to divert the non-hazardous designated waste material prior to this tonnage modification request.

- A9. a. **(Answer only if you are claiming waste disposal from a declared disaster or public emergency.)**
Describe the disaster or emergency claimed below (e.g., fire, flood; month/year of disaster; who declared the disaster or emergency). *(Also attach a copy of official public notice of the disaster or emergency.)*
- b. Describe the diversion programs implemented to maximize diversion of disaster-related solid waste.
- A10. **(Answer only if you are claiming out-of-state waste that was reported in the Disposal Reporting System that was later diverted.)** Describe the diversion program; e.g., responsible agency for the diversion, diversion program, reporting information provided to substantiate the tonnage claimed.

Section III: Facility Information (Answer only if you are claiming residual waste from a regional diversion facility or treated waste from a regional medical waste treatment facility.)

1. Facility name: 2. Facility location:
3. Total tons of residual waste disposed (for diversion facility): tons
Total tons of waste disposed (for medical waste treatment facility): tons
4. List the material types processed by the facility.
5. **(Answer only if claiming a deduction for treated medical waste).** List the jurisdictions contributing the non-treated medical waste processed by the facility.

Section IV: Regional Diversion Facility Qualification: (Answer only if you are claiming residual waste from a regional diversion facility.)

1. Does the facility accept material from within the jurisdiction?
Yes *If yes, go to question 2.*
No *If no, your claim does not qualify for a deduction.*
2. Does the facility have a Solid Waste Facility Permit?
Yes *If yes, your claim does not qualify for a deduction.*
No *If no, go to question 3.*
3. List the jurisdictions that send waste to the regional diversion facility.
4. Explain how the material received by the facility was source-separated for the purpose of being processed prior to its arrival at the facility.
5. How much residual waste is generated by the facility? % (of material received) tons
6. Is all residual waste a result of the recycling that takes place at the facility? Please explain. Note: Waste generated by the facility that is not a result of the processing of the recycled material handled by the facility may not be included in the residual claimed for deduction (e.g., waste from offices, lunch room, etc.).
7. Describe how the facility contributes to the regional effort to divert solid waste from disposal.
8. List and explain the factors that prevent the facility or jurisdiction from allocating the residual waste back to contributing jurisdictions.

Section V: Required Annual Report Information (To be answered only if claiming a reporting year deduction for residual waste from a regional diversion facility or a regional medical waste treatment facility that was approved in the previous year's annual report.)

1. What is the total amount of residual solid waste produced at the facility? _____ % (of total material handled)
tons
2. List the individual waste types and amounts of residual solid waste that cannot feasibly be diverted by the facility.
3. List all of the factors that continue to prevent the residual waste from feasibly being diverted.
4. Identify and describe any changes to the facility or residual waste since this deduction was first granted or since the last annual report.
5. Identify and describe any additional efforts undertaken or planned to divert some or all of the residual waste generated by the facility.

Section VI: Construction and Demolition (C&D) Tonnage. (To be completed only if claiming a reporting year deduction for disposal tonnage generated by a C&D project outside of the jurisdiction's control.)

1. Project Description.

- a. Identify the project's controlling or lead agency (e.g., CalTrans, Bart).
- b. Identify the jurisdiction(s) in which the project is occurring.
- c. What is the project's start date: _____ Projected end date: _____
- d. Describe the project for which this claim is being made.
- e. Explain why this project is outside your jurisdiction's control (e.g., while your jurisdiction has a C&D recycling ordinance tied to building permits, the project's permit was not required to go through the local permitting process).

2. Disposal Information.

- a. Year for which this deduction is being claimed: _____
- b. What is the disposal deduction tonnage being claimed? _____ tons
- c. Attach appropriate documentation showing tonnage claimed is from this project and generated within this jurisdiction (e.g., landfilled weight tickets).

3. Efforts to Divert the C&D Waste.

- a. Describe your efforts to divert the C&D waste from this project, including the barriers encountered, if any: attach supporting documentation. The description may also be provided in a letter attached to this sheet.
- b. Were the efforts to divert the C&D waste successful? Please explain.